

**Northfield Select Board's Norwich Sub-Committee
Meeting Minutes, October 16, 2018**

Present: Dave Maxwell and Julie Goodrich. Others present: Town Manager Jeff Schulz and Northfield resident Cassie Morse. The meeting started at 6:30 PM.

Dave Maxwell provided an overview of the Town of Northfield and Norwich University's new agreement in which Norwich pays the Town an annual gift in lieu of taxes. The recently negotiated agreement increases the annual amount Norwich pays the Town from \$75,000 to \$200,000, with annual increases of 4 percent over a five-year period. The payment amount is based in part on the number of emergency calls to Norwich and on other Town administration costs.

During the negotiations, Norwich agreed to consider a financial contribution towards other Town capital projects. For example, Norwich agreed to consider contributing \$50,000 towards the reconstruction of the Main Street Sidewalk from Norwich to the Common. Jeff Schulz noted that the proposed Main Street sidewalk project includes replacing the existing asphalt with a concrete sidewalk along the westerly side of Main Street. The estimated project cost is \$200,000, and the Board anticipates using \$50,000 from Town capital budgets funds, \$50,000 from Norwich and \$100,000 from grant funds to fund the project.

Jeff further noted that the Vermont Agency of Transportation's (VAOT) Pedestrian and Bike Enhancement Grant Program has grant funds to cover 50% of sidewalk upgrades projects. The Town applied for the VAOT funds for this project last year and did not receive funding due to the competitiveness of the program; however, VAOT encouraged the Town to reapply next year as the project ranked high based upon it connecting Norwich with a designated Village Center Area.

Next, Dave Maxwell noted that he and Jeff had met with the Norwich Board of Fellows to discuss and explore opportunities where by the Norwich University could assist the Town to support growth in the community and foster a better relationship with the community.

Julie Goodrich suggested drafting a letter to Norwich out-lining the sidewalk project and making the request for the \$50,000 match. The Town Manager will draft a letter for the Committee's review.

Next, Dave Maxwell stated that there was an old draft memorandum of understanding (MOU) between the Town and Norwich stipulating the circumstances in which Northfield Police Officers could enter Norwich property. The draft was developed nearly ten years ago but was never executed. A new version of a draft MOU was recently prepared by Norwich and former Chief Jennings. The revised draft was provided to the Select Board by the Manager. The

Select Board asked the Norwich sub-committee to review it. Dave recommended having the new Police Chief review it and meet with the Committee.

The Committee established a time-line for further work on the MOU to include the next Sub-committee meeting on November 6 at 6:00 PM, and a meeting with the Norwich Director of Public Safety by November 20.

Next, Julie asked in regards to the Fire Department's aerial unit training at Norwich. Dave noted that Chief Demasi stated at a recent Board meeting that Norwich wanted to wait until construction on the newest Norwich building was completed before conducting the training.

Next, Cassie Morse recommended that the Town not turn away from having an MOU with Norwich in light of the recent issues nationwide regarding crime on college campuses. Also, Ms. Morse suggested that Norwich have a liaison attend the Norwich Sub-committee meetings.

The meeting adjourned at 7:20.

Jeff Schulz, Town Manager